



Special Event
Amplified Sound Permit

Issued by the City of Springfield, MO

Gardenpalooza

Approved event scheduled for:

Date: June 4, 2022
June 5, 2022 (Rain date)
Time: 3:00 – 8:00 p.m.
Location: Mother's Brewing Company
215 S Grant Avenue

Est. Attendance: 150

Approved by *Sharon Spain*
Special Event Permit Coordinator
Date Approved: 3/28/22

CONDITIONS:

- All vendors and food trucks must be licensed prior to the event date.
- A non-profit solicitation license must be obtained prior to the event date.
- An Emergency Action Plan (EAP) must be created and communicated to all staff members working at the event. This EAP must cover situations such as, but not limited to, inclement weather and violent acts occurring during the event. (Questions regarding this requirement shall be directed to Division Chief Jeffrey Prior, Bureau of Fire Prevention, at 417-874-2340 or by email at jprior@springfieldmo.gov

From: noreply@civicplus.com
Sent: Thursday, March 24, 2022 3:43 PM
To: Spain, Sharon; Plowman, Nichole
Subject: Online Form Submittal: Special Event Permit Application

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Special Event Permit Application

City of Springfield Special Event Permit Application

All proposed events on private property that require a Special Event and/or Amplified Sound Permit must have an approved risk mitigation plan in place to reduce the threat of potential spread of the coronavirus.

The mitigation plans shall at minimum include, but not be limited to, the following guidelines:

Describe the measures that will be put into place to ensure CDC guidelines for physical distancing of people at 6 feet apart.

The outdoor nature of the event lends itself nicely to reduce the transmission of coronavirus. All outdoor activities will be spaced with at least 10 feet apart from any other activity. Signs will also be posted reminding attendees to remain physically distanced of at least 6 feet apart.

Describe the measures that will be put into place to ensure CDC guidelines for cleaning and sanitizing any public spaces.

Hourly sanitization of any shared/commonly touched surfaces. Handwashing stations available.

Do you agree to provide a complete list of all people working, volunteering and to the largest extent possible, attending the event to include name, phone number, and county of residence within 24 hours of the event's conclusion?

Yes

Organization Name

Springfield Community Gardens

Street Address

1126 N Broadway Ave

City	Springfield
State	MO
Zip	65802
Contact Name	Anna Withers
E-mail Address	anna.withers@springfieldcommunitygardens.org
Home or Desk Phone	4178400644
Cell Phone	4178400644
Fax	<i>Field not completed.</i>
Additional Contact Person?	No
E-mail Address	<i>Field not completed.</i>
Home or Desk Phone	<i>Field not completed.</i>
Cell Phone	<i>Field not completed.</i>
Fax	<i>Field not completed.</i>
Promoter, if different from Organization, & Address	<i>Field not completed.</i>
E-mail Address	<i>Field not completed.</i>
Home or Desk Phone	<i>Field not completed.</i>
Cell Phone	<i>Field not completed.</i>
Fax	<i>Field not completed.</i>

Event Information

Event Name	Gardenpalooza
Event Description	Charity (501(c)3 documentation required)
Please upload 501(c)(3) documentation if required.	<u>SCG IRS letter (1).pdf</u>
If you checked Other above, please describe.	<i>Field not completed.</i>
Event Date(s)	June 4, 2022
Alternate Event Date(s)	<i>Field not completed.</i>
Event Location	Private Property (Please indicate address below)

Renting the Springfield Expo Center Lot (Please reserve 4-6 weeks in advance)
Use of the vacant lot at 735 E. Trafficway, requires a \$1,000 rental contract, certificate of insurance for a \$1 million general liability policy naming the City as an additional insured and the completion of a hold harmless agreement for any action arising out of your use of the property. If liquor is sold or served, please request a letter from the City Manager granting permission for such use on public property. Once that permission is granted, the City Licensing Department is notified and will proceed with the liquor catering/picnic license process. The state will issue that license. This entire process could take 5-10 business days. Liquor Liability (\$1 million policy) For events selling or serving alcohol, each liquor vendor is required to provide liquor liability insurance naming the City as an additional insured is required. A third party agreement may be required with your liquor vendor.

Name of Park and/or Street Mother's Brewing Company

Event Address & Zip 215 S Grant Ave

Note: If this event will take place solely in a Springfield-Greene County Park, please call 417-864-1049 to reserve the park facilities.

Is this a charity event? Yes

Organization benefiting
from proceeds Springfield Community Gardens

% of proceeds being
donated 100

Is this a first-time event? Yes

If no, what was the last year
the event was held? *Field not completed.*

Please list any variations
from the last year the event
was held. *Field not completed.*

Event Operations

Event Set Up Starts: 6/4/2022 11:00 AM

Event Set Up Complete By: 6/4/2022 3:00 PM

Event Start: 6/4/2022 3:00 PM

Event Close: 6/4/2022 8:00 PM

Event Teardown Starts: 6/4/2022 8:00 PM

Event Teardown Complete
By: 6/4/2022 10:00 PM

Estimated Attendance Per
Day 150

Will this event be open to the public?	Yes
Will you be charging admission?	No
Will you be accepting donations?	Yes
Are you wanting to close a City street for your event?	No
Please indicate the street(s)/cross streets(s) you propose to close and what dates and times.	<i>Field not completed.</i>
From:	<i>Field not completed.</i>
To:	<i>Field not completed.</i>
Upload Event Route	<i>Field not completed.</i>
Food will be	Served
How will food be prepared?	Electric grill
Please list the contact information for each temporary food vendor that plans to serve food at the event.	
Food Vendor 1:	Chameleon Cuisine Food Truck
Contact name	Yoni Vargas
Mobile phone number	<i>Field not completed.</i>
E-mail address	chameleoncuisine@gmail.com
Will more than one food vendor be serving food at the event?	Yes
Food Vendor 2:	Xurros Food Truck
Contact name	Rebecca Land
Mobile phone number	<i>Field not completed.</i>
E-mail address	marketing@xurrosco.com
Food Vendor 3:	<i>Field not completed.</i>
Contact name	<i>Field not completed.</i>
Mobile phone number	<i>Field not completed.</i>

E-mail address *Field not completed.*

Food Vendor 4: *Field not completed.*

Contact name *Field not completed.*

Mobile phone number *Field not completed.*

E-mail address *Field not completed.*

Food Vendor 5: *Field not completed.*

Contact name *Field not completed.*

Mobile phone number *Field not completed.*

E-mail address *Field not completed.*

Food Vendor 6: *Field not completed.*

Contact name *Field not completed.*

Mobile phone number *Field not completed.*

E-mail address *Field not completed.*

Will electricity be provided to the food vendors? Yes

If yes, please describe contingency plan for additional power if needed. *Field not completed.*

Will alcoholic beverages be available at your event? Yes

Alcoholic beverages will be Sold by the drink

What type of alcoholic beverages? Beer

Please provide the address at which alcohol will be sold, given away and/or consumed. 215 S Grant Ave

Name of business or organization that will be responsible for obtaining any necessary liquor permits, such as catering or picnic permits from the state of Missouri. Mother's Brewing Company

Alcohol Will Be Served 6/4/2022 3:00 PM
From:

To: 6/4/2022 8:00 PM

City of Springfield Noise Standards

(a) Maximum noise level. No operation or activity shall cause or create noise in excess of the sound levels prescribed below. (b) Sound level standards. The maximum permitted sound level shall be at a volume so as to not unreasonably and knowingly disturb or alarm another person or persons by loud noise. (c) Variations and exemptions. 1. The following uses and activities shall be exempt from the sound level standards: a. Noises not directly under the control of the property user; b. Noises emanating from construction and maintenance activities between 7:00 a.m. and 11:00 p.m.; c. The noises of safety signals, warning devices, emergency pressure relief valves and emergency electric generators; and d. Noises from moving sources such as automobiles and trucks on public right-of-way, railroad equipment on railroad right-of-way and railroad spurs on private property, and airplanes.

Will there be live entertainment, music or amplified sound at your event? Yes

If so, will stages be built? Yes

How many? 1

Performances will start 6/4/2022 3:00 PM

and conclude 6/4/2022 8:00 PM

Will tents be erected for your event? No

If you checked Yes, [click here to view tent permits and guidelines and to fill out an application for a tent permit.](#)

Will additional electrical wiring be installed for the event? No

How will you get electricity to your event? Utility power

Will access to water be required for the event? Yes

Will restroom facilities be required for the event? Yes

Have you arranged for security at your event? No

If so, who will be providing security? Please provide Organization, Address and Phone. *Field not completed.*

Note: Applicant is responsible for security personnel for the duration of the event. The number of security officers or police officers will be determined by the Springfield Police Department based on the nature of the event. Please contact the Police Department at 864-1727 for questions or clarification.

Describe your plans for Emergency Medical Services. Event staff will be trained to handle any emergency medical services including calling 911 in the event of an emergency.

Describe your plans for event trash removal, as well as any organizations or persons directly involved with this aspect of the event. Mother's Brewing Company will be responsible for providing trash receptacles as well as removing trash. Besides that, all food packaging will either be reusable or compostable. Springfield Compost Collective is providing composting services including hauling away all compostable materials.

Describe your plans for food-vendor wastewater disposal, as well as any organizations or persons directly involved with this aspect of the event. All waste can be removed by Mother's Brewing Company thanks to the nature of their brew operation facilities.

Note: Additional City Permits/Licenses/Insurance Certificates may be required. Applicant is responsible for obtaining all additional permits/licenses/insurance certificates required upon issuance of this use permit. Applicant must check and agree to abide by the following conditions to obtain this permit.

CLEAN UP I agree

INSURANCE I agree

Your event may qualify for insurance through the TULIP Program, which provides low cost general liability insurance to "third party" users of various venues and facilities for events. It protects both the user and the facility against claims by guests who may be injured as a result of attending an event. [Read more about TULIP and how to get a policy.](#)

UPLOAD Certificate of Insurance [AdditionalInsured_DownloadCertificate.pdf](#)

INDEMNITY I agree

CITY CODES/PERMITS I agree

CONDUCT/NUISANCES I agree

UPLOAD Event Site Map or Sketch here. *Field not completed.*

Signature By checking this box and typing my name below, I am electronically submitting my signature.

First Name Anna

Middle Initial C

Last Name Withers

If you have questions regarding an event or this application, please contact Sharon Spain, Special Event Permit Coordinator, in the Department of Public Information, at 417-864-1105 or sspain@springfieldmo.gov.

Email not displaying correctly? [View it in your browser.](#)